

Kentucky Agricultural Development Board

Meeting Minutes

September 21, 2001

The Kentucky Agricultural Development Board met on Friday, September 21, at 10:00 a.m., in the Brown-Forman Room of the Kentucky History Center, in Frankfort. Harvey Mitchell, Proxy for Commissioner Billy Ray Smith, Vice Chairman, called the meeting to order, and the secretary called the roll.

Members Present:

Governor Paul E. Patton, Chairman; Harvey Mitchell for Commissioner Billy Ray Smith, Vice Chairman; John-Mark Hack, Executive Director; Vickie Yates Brown; Daniel Case; Susan Harkins; Wayne Hunt; Sam Lawson; Dean Scott Smith; Sam Moore; Willa Poynter; Eddie Sellers; Mike Slaughter; and Smith Mitchell for Secretary Gene Strong.

Members Absent:

Larry Clay and Seth Conner

Guests:

Biff Baker and Brad Wellons, Legislative Research Commission; Mark Farrow, KDA; Larry Jones and Dr. Jack McAllister, UK; Dr. Peggy Kidwell; Joe Hemp, First Hemp Bank; Sharon Burton, Farmer's Pride; Sara Dryden, Burley Tobacco Growers Cooperative; and John Logan Brent.

Agricultural Development Board Staff Present:

Cassandra Beighle, David Bratcher, Penny Cline, Gordon Duke, Jeff Harper, Hampton Henton, Rhodes Johnston, Bill McCloskey, Jeff Mosley, Joel Neaveill, Ashley Rhodes, Lisa Thomas, Kim Tompkins, and Tim Woods.

Harvey Mitchell explained that Governor Patton was en route and would arrive shortly.

Notification of Media:

Mr. Mitchell received confirmation from John-Mark Hack that a media release regarding the Agricultural Development Board (ADB) meeting was sent.

Minutes of August 17, 2001 Meeting:

The minutes were amended as follows: Page 10; Paragraph 4, change the word liable to viable. The minutes were approved as amended.

Executive Director's Report:

Executive Director John-Mark Hack reviewed the day's agenda.

Mr. Hack updated the board on staff activities since the August meeting. He stated that staff continues to meet with county councils, project applicants, legislators, Department of Agriculture staff, and have attended numerous agriculturally related meetings across the state. Because of these meetings, relationships with county leaders have greatly improved.

Next, he discussed the conservation reserve enhancement program grant from USDA. By using \$17 million of the Phase I funds invested in the Division of Conservation's Agriculture Water Quality Cost Share funds, and \$5 million from the Kentucky Nature Conservancy, as matching funds, Kentucky was able to obtain an \$88 million grant from USDA. This project is the largest agricultural and environmental conservation program in Kentucky's history.

Director Hack advised that for the past year he served as chairman of the Agriculture Working Group, of the Southern Governor's Association. On September 9 the final report and resolution of this group was presented to the Southern Governor's Association. This report will be delivered to Congress for consideration during the development of the 2002 Farm Bill.

Next, he discussed the progress on the long-term plan for agricultural and rural development. On August 30 a large plenary session was held as a follow up to the July meeting. In addition five focused issue groups on Marketing, Farm and Rural Community Preservation and Development, Emerging Opportunities, Farm and Rural Community Preservation and Development, and Planning for Rural Economic Strength in a time of Farming Transitions, met to develop specific recommendations identified in the analysis of county plans, regional planning meetings and our state planning meetings. Mr. Hack stated that the draft of the long-term plan would be released to board members in October.

Development of the database is ongoing. Staff is working with the Governor's Office of Technology to finalize development of the database.

John-Mark Hack advised that ADB staff is planning a first ever Kentucky Opportunity Marketplace, a two-day conference scheduled for January 29 & 30, 2002. The conference will be held at the Frankfort Civic Center and will showcase ADB fund recipients; create opportunities for interaction with them by other agricultural entrepreneurs, and provide technical assistance in several

different educational tracks. This conference is a cooperative effort between the Governor's Office of Agricultural Policy, the Kentucky Department of Agriculture, the University of Kentucky College of Agriculture and numerous other collaborators.

Mr. Hack advised that Commissioner of Agriculture, Billy Ray Smith was absent from the meeting to attend the annual meeting of the National Association of State Departments of Agriculture where Commissioner Smith will be inducted as the president of this organization. The Director commended Commissioner Smith for his progressive leadership in Kentucky agriculture and.

Next, the Director recognized the outstanding and exemplary contributions to the Governor's Office of Agricultural Policy by Ben Gramig and Dr. Tim Woods. He advised that these individuals would be leaving the staff, Ben to prepare for re-entry into graduate school, Dr. Woods to accept expanded duties at the University of Kentucky College of Agriculture. Mr. Hack commended them for their tremendous contributions and stated that they would be deeply missed.

Finally, Mr. Hack stated that the staff of the Governor's office of Agricultural Policy joins the nation in prayer and thoughtful reflection during this time of national crisis. He advised the Governor that GOAP staff continues to pray for him, our national leaders, and the victims of the attack on New York, Washington, and our nation.

UK County Survey:

Dean Scott Smith discussed a survey completed by the University. Following is a summary of the report:

SUMMARY OF COUNTY SURVEY REGARDING PHASE I PLANS September 14, 2001

Introduction:

Dean Scott Smith of the College of Agriculture at the University of Kentucky was asked by state leaders for some possible reasons why some counties had relatively low rates of Phase I proposal submissions. Consequently, a survey of Kentucky's County Extension Offices was conducted to determine the number of Phase I submissions that were in various stages of preparation and submission. In addition agents were asked to outline reasons why more projects had not been submitted to date. Agents were asked to respond to four basic questions:

1. Does your county plan to submit additional Phase I proposals to the State Agricultural Development Board for review between now and Dec. 30, 2001?

2. If yes, how many?
3. How many proposals have been submitted to your County Council which have yet to be approved and forwarded to the State?
4. What are the major reasons for the absence of proposal submission from your county to date?

Results:

Based on those responding, it is anticipated that 84 counties in the Commonwealth will submit another 259 proposals to the State Agricultural Development Board by the end of calendar 2001. Respondents indicated that 73 proposals are currently under review by County Councils implying that these projects are nearing the end of the county review process.

An examination of proposal submissions by extension area suggested that counties in the Licking River, Northern Kentucky, Bluegrass, Lincoln Trail and Ft Harrod extension areas plan to submit the largest number of proposals (see Table 1). Quicksand, Wilderness Trail and Green River plan to submit the fewest proposals.

Table 2 shows the Phase I dollars allocated, funding approved and remaining balance. Statewide, 73% of county funds remain to be spent. Statewide 82% of available funds remain to be spent (through August 22, 2001).

Major reasons cited as to why counties have not submitted (or plan to submit more proposals) were fairly consistent across extension areas. Some in the western portion of the state noted that they anticipated more proposals to be submitted once grain harvest was complete and farmers would have more time to make application. Several eastern areas of the state along with the Purchase area noted the lack of funds in particular counties partially explained lack of interest in submitting proposals. But generally, respondents noted the following reasons for why more proposals had not been submitted:

1. Lack of sponsoring organizations willing to submit an application and administer a project including a lack of organizations that are incorporated and/or have a tax identification number
2. The application is too complex, too long, takes too much time for people to complete
3. The Board's decision not to accept individual applications

4. Many respondents noted that possible applicants felt there was too much “red tape” in the process.

Other, but less frequently cited reasons included:

1. Difficulty making the 50% match
2. Waiting on the “process” to sort out before submitting applications
3. Failure to allow counties to spend money as they see fit
4. Skeptical of “state” motives in using this money
5. Lack of understanding of purpose of the program
6. Waiting on approval of county’s plan before submitting proposals
7. Council is waiting to see some realistic proposals

Added Note:

As of Aug. 22, 2001, 36 counties had submitted 0 or 1 proposal.

?? Of these, 27 plan to submit 96 proposals.

?? 4 of the 36 are not planning to submit because their level of county funding is quite small or 0.

?? 1 county has no plans to submit even though funding > \$100,000 (proposals submitted aren't consistent with ADB priorities was the reason given).

?? 4 counties have not yet responded to the survey.

**Table 1
Proposals Submitted and Plans
for Submission by Extension Area**

<u>Applications Extension Area Received (8/22/01)</u> Number)	Counties Planning		Proposals		(Total
	<u>to Submit Proposals</u> (Number)		<u>Proposals</u> (Number)	<u>at Council</u> (Number)	
Purchase	6	18	4	2	
Pennyrille	9	25	17	24	
Green River	3	8	3	28	
Mammoth Cave	6	15	4	101	
Lake Cumberland	7	21	2	72	
Lincoln Trail	7	17	6	47	
Louisville	5	15	11	47	
Bluegrass	8	25	13	57	
Ft. Harrod	6	20	4	58	
Northern Kentucky	8	24	0	10	
Licking River	7	33	5	32	
Quicksand	3	10	8	14	
Northeast Kentucky	4	15	1	7	
Wilderness Trail	5	13	3	2	
STATE TOTAL	83	259	77	501	

Table 2
Phase I Dollars Allocated, Approved Funding
and Remaining Balance by Extension Area

<u>Extension Area</u>	<u>Phase 1 \$ Allocated</u>	<u>Approved Funding</u>	<u>Remaining Balance</u>
Purchase	947,108	0	947,108
Pennyrille	1,650,121	344,770	1,212,251
Green River	1,695,521	487,279	1,208,242
Mammoth Cave	5,562,796	2,468,945	3,093,851
Lake Cumberland	5,388,713	1,657,595	3,731,118
Lincoln Trail	4,332,550	1,173,468	3,158,893
Louisville	3,349,318	852,000	2,497,318
Bluegrass	6,283,694	1,673,468	4,610,226
Ft. Harrod	4,967,336	1,032,827	3,934,509
Northern Kentucky	3,584,018	156,400	3,427,618
Licking River	6,572,733	1,451,300	5,121,433
Quicksand	1,098,787	224,700	874,087
Northeast Kentucky	1,634,510	75,000	1,559,510
Wilderness Trail	2,020,296	10,000	2,010,296
STATE TOTAL	49,087,501	11,700,840	37,386,661

Governor Patton asked what should be done in response to this survey.

John-Mark Hack advised Governor Patton that staff is already working on solutions to several of the problems. He stated that when necessary staff is working with agencies/organizations in those counties to assist in the to administration the county programs. A pre-application form is being developed that should make it easier and faster to complete. He advised that the diversification program would address the issue of funding for individual projects. Mr. Hack stated that many of these issues arose when farmers and farm communities were forced to become accountable for the expenditure of awarded funds.

Dean Smith pointed out that many of the counties that had not submitted proposals had very little money. He suggested that regional programs should be developed that would allow those counties the opportunity to participate.

Referral of Project Proposals:

Sam Moore moved with a second from Sam Lawson that projects numbered 518 - 600 be referred to the Project Review Committee. The motion passed without objection.

Project Review Committees' Reports:

Sam Lawson & Vickie Yates Brown presented the Committees' reports. The Review Committees met on September 13th and 14th and made the following recommendations:

Approved Programs:

Sam Lawson stated that the Committee recommended funding for the following Cattle Genetics Improvement Programs:

Cattle Genetics Programs:

Appl .	County	Project Name	CountyFunds
419	Logan	Dairy Herd Improvement Association	\$35,000.00
433	Morgan	Mountain Cattlemen's Association	\$57,800.00
480	Henry	Henry County Cattlemen's Association Inc.	\$36,148.00
529	Webster	Green River Area Beef Improvement Group, Inc.	\$5,400.00
543	Robertson	Buffalo Trace ADD	\$105,000.00
576	Marion	Marion County Dairy Herd Improvement Assoc., Inc.	\$51,000.00
596	Simpson	Dairy Herd Improvement Association	\$22,750.00

Sam Lawson moved with a second from Willa Poynter that the board adopt the committee recommendations. The motion passed without objection.

Sam Lawson stated that the Committee recommended funding for the following Forage Improvement and Utilization Programs:

Forage Improvement Programs

Appl .	County	Project Name	CountyFunds
427	Lincoln	Lincoln County Conservation District	\$75,000.00
475	Clinton	Clinton County Soil Conservation District	\$125,000.00
506	Anderson	Anderson County Farm Bureau Federation	\$104,750.00
527	Bracken	Bracken County Forage Program	\$300,000.00
528	Wayne	Wayne County Conservation District Board	\$75,000.00
533	Hancock	Green River Area Beef Improvement Group, Inc.	\$12,637.50
535	Henry	Henry County Cattlemen's Association, Inc.	\$132,412.00
537	Webster	Green River Area Beef Improvement Group, Inc.	\$2,367.00
572	Adair	Adair County Soil Conservation District	\$350,000.00
574	Marion	Marion County Agricultural Board	\$150,000.00
589	Nicholas	Nicholas Co. Fiscal Court	\$157,500.00

Sam Lawson moved with a second from Mike Slaughter that the board adopt the committee recommendations. The motion passed without objection.

Sam Lawson stated that the Committee recommended funding for the following Cattle Handling Facility Cost Share Programs:

Cattle Handling Facility Cost Share Programs

Appl .	County	Project Name	CountyFunds
400	Casey	Casey County Cattlemen's Association, Inc.	\$128,500.00
516	Breckinridge	Beef Improvement Council, Inc.	\$96,300.00
534	Hancock	Green River Area Beef Improvement Group, Inc.	\$8,550.00
536	Henry	Henry County Cattlemen's Association, Inc.	\$111,440.00
538	Webster	Green River Area Beef Improvement Group, Inc.	\$1,233.00
558	Lincoln	Lincoln Co. Livestock Improvement Association	\$70,000.00
579	Wayne	Tri-County Beef Marketing Association	\$75,000.00
588	Christian Co.	Christian Co. Cattlemen's Assoc. Handling Equip.	\$35,000.00
590	Bourbon	Bourbon Co. Fiscal Court	\$350,000.00
593	McLean	McLean Co. Cattle Handling Facilities	\$17,295.00

Sam Lawson moved with a second from Eddie Sellers that the board adopt the committee recommendations. The motion passed without objection.

Sam Lawson stated that the Committee recommended funding for the following Animal Removal Cost Share Programs:

Animal Removal Cost Share Programs

Appl .	County	Project Name	CountyFunds
532	Woodford	Woodford County Dead Animal Removal Program	\$6,707.00
541	Spencer	Spencer County Fallen Animal Program	\$6,557.00
546	Shelby	Shelby County Fallen Animal Program	\$16,406.00
561	Todd	Todd County Fiscal Court	\$4,120.00
570	Allen	Allen County Fallen Animal Program	\$5,650.00
582	Scott	Scott County Conservation District	\$10,294.00

Sam Lawson moved with a second from Willa Poynter that the board adopt the committee recommendations. The motion passed without objection.

Projects Recommended for Funding:

Mr. Lawson advised that the Project Review Committee recommended that the following projects be approved for funding.

Project #6 Green River Produce Marketing Cooperative Reallocation of \$70,168 State Funds.

Mr. Lawson advised that the Coop had requested permission to reallocate \$71,168 to pay operating expenses incurred when the cooling system broke down.

Sam Lawson moved with a second from Mike Slaughter to approve the reallocation of funds. The motion passed without objection.

Project #3 Kentucky Horticulture Council \$2,493,270, State Funds.

Sam Lawson moved with a second from Sam Moore that the board adopt the committee's recommendation. The motion passed without objection.

Project #161 Powell County Middle School. \$1,065.00 Powell County Funds.

Sam Lawson moved with a second from Willa Poynter that the board adopt the committee's recommendation. The motion passed without objection.

Project #177 Hickman County High School \$38,700.00, State Funds; \$4,300.00 County Funds.

Mr. Lawson stated that the committee recommends funding of the county portion of the project and denial of the State portion.

Mr. Lawson moved with a second from Eddie Sellers that the Board adopt the committee's recommendation. The motion passed without objection.

Project #203 Rick Lowe and Jim Meadows \$227,385 Fleming County Funds; \$112,000 Lewis County Funds.

Mr. Lawson moved with a second from Willa Poynter that the Board adopt the committee's recommendation. The motion passed without objection.

Project #228 Wilderness Trail Area Beef Marketing Alliance \$61,500 State Funds; \$187,000 Laurel County Funds.

Mr. Lawson moved with a second from Sam Moore that the Board adopt the committee's recommendation. The motion passed without objection.

Project #233 Kentucky Sorghum Producers \$15,160, Hancock County Funds.

Mr. Lawson moved with a second from Wayne Hunt that the Board adopt the committee's recommendation. The motion passed without objection.

Project #260 Metcalfe County High School \$25,080 Metcalfe County Funds.

Mr. Lawson moved with a second from Susan Harkins that the Board adopt the committee's recommendation. The motion passed without objection.

Project #273 Garrard County Marketing and Educational Center \$150,000 Garrard County Funds.

Mr. Lawson moved with a second from Willa Poynter that the Board adopt the committee's recommendation. The motion passed without objection.

Project #275 Simpson County Conservation District \$7,200 Simpson County Funds.

Mr. Lawson moved with a second from Smith Mitchell that the Board adopt the committee's recommendation. The motion passed without objection.

Project #292 Green River Bee Keepers \$1,189 Taylor County Funds.

Mr. Lawson moved with a second from Eddie Sellers that the Board adopt the committee's recommendation. The motion passed without objection.

Project #293 Farmers' Market Association, Inc. of Taylor County \$8,650 Taylor County Funds.

Mr. Lawson moved with a second from Mike Slaughter that the Board adopt the committee's recommendation. The motion passed without objection.

Project #361 Edmonson County High School Ag Department \$12,092 Edmonson County Funds.

Mr. Lawson moved with a second from Danny Case that the Board adopt the committee's recommendation. The motion passed without objection.

Project #390 Nicholas County Fiscal Court \$312,000, Nicholas County Funds.

Mr. Lawson moved with a second from Susan Harkins that the Board adopt the committee's recommendation. The motion passed without objection.

Project #392 Madison County Fiscal Court \$50,000 Madison County Funds.

Governor Patton asked that the contract contain a statement of intent to assure that the county is compliant with all governing regulations.

Mr. Lawson moved with a second from Willa Poynter that the Board adopt the committee's recommendation. The motion passed without objection.

Project #393 Madison County 4-H Council \$14,044 Madison County Funds.

Ms. Brown moved with a second from Eddie Sellers that the Board adopt the committee's recommendation. The motion passed without objection.

Project #405 Kentucky's Finest Sausage \$46,250 State Funds; \$15,000 Simpson County Funds.

Ms. Brown moved with a second from Willa Poynter that the Board adopt the committee's recommendation. The motion passed by voice vote.

Project #406 Monroe County Vegetables Growers Cooperative \$14,500 Monroe County Funds.

Ms. Brown moved with a second from Mike Slaughter that the Board adopt the committee's recommendation. The motion passed without objection.

Project #446 Madisonville Technical College/Henderson Community College \$11,000 Hopkins County Funds.

Ms. Brown moved with a second from Willa Poynter that the Board adopt the committee's recommendation. The motion passed without objection.

Project #464 Henry County Chamber of Commerce and Henry County Fiscal Court \$38,300 Henry County Funds.

Ms. Brown moved with a second from Dean Smith that the Board adopt the committee's recommendation. The motion passed without objection.

Project #466 Roberts Farm Sorghum \$10,000 Henry County Funds.

Ms. Brown moved with a second from Danny Case that the Board adopt the committee's recommendation. The motion passed without objection.

Project #472 Henderson Community College \$26,000 Henderson County Funds.

Ms. Brown moved with a second from Wayne Hunt that the Board adopt the committee's recommendation. The motion passed without objection.

Project #478 Southern Ky Aquaculture Co-op \$7,602.03 Grayson County Funds.

Susan Harkins moved with a second from Sam Moore that the business plan be amended to include a “safe, sanitary, operating procedures plan” for the handling of equipment. The motion passed without objection.

Ms. Brown moved with a second from Susan Harkins that the Board adopt the committee’s recommendation as amended. The motion passed without objection.

Project #481 Boyle County Fiscal Court and Fair Board \$32,541.16 Boyle County Funds.

Ms. Brown moved with a second from Eddie Sellers that the Board adopt the committee’s recommendation. The motion passed without objection.

Project #514 Appalachian Science in the Public Interest (ASPI) \$48,000 State Funds.

Ms. Brown moved with a second from Susan Harkins that the Board adopt the committee’s recommendation. The motion passed without objection.

Project #547 Shelby County Farm Bureau \$230,000 Shelby County Funds.

Ms. Brown moved that the Board adopt the committee’s recommendation.

Sam Lawson moved with a second from Wayne Hunt to table the project. The motion passed without objection.

Project #566 Spencer County Conservation District. \$157,500 Spencer County Funds.

Ms. Brown moved with a second from Sam Moore that the Board adopt the committee’s recommendation. The motion passed without objection.

Project #575 Marion County Meat Goat Producers. \$37,000 Marion County Funds.

Ms. Brown moved with a second from Sam Eddie Sellers that the Board adopt the committee’s recommendation. The motion passed without objection.

Applications Recommended for No Funding:

Mr. Lawson stated that the Project Review Committee recommended no funding for the following projects:

Appl#	Project Name	County
33	James Speray	Anderson
132	Bath County Commercial Vegetable Producers Co.	Bath
188	Spencer County Conservation District	Spencer
325	Marion County Meat Goat Producers-replaced with #575	Marion
380	Feed God's Children, Inc., KY Charities United, Inc.	State
465	Roberts Angus	Henry
467	Happy Ridge Quail Farm & Hunting Preserve	Henry
468	Sharon Silvers	Henry
470	Leonard W. Moore	Henry
477	Robert and Lana Bare	Mason
482	Matt & Tom Nolan	Boyle
483	Greg & Heather Sims	Boyle
484	Deep Springs Farm	Boyle
485	Donald & Shirley Westerfield	Boyle
486	Flying High Farm	Boyle
487	Foster Campbell Jr.	Boyle
488	Paul Rankin	Boyle
489	Tamme Farms	Boyle
490	Michael Dale Middleton	Boyle
491	Jon McDermott	Boyle
492	William & J. McCormack	Boyle
493	C.P. (Casey) Klisz	Boyle
494	Mike & Beverly Lay	Boyle
495	John Logan Brent	Henry
497	Spencer County Fire Protection	Spencer
513	Jeff and Beth Wallace	Gallatin
517	Darrell Padgett	Marion

Sam Lawson moved with a second from Danny Case that the Board adopt the committees' recommendation. The motion passed without objection.

Kentucky & the Southern Dairy Compact

After discussion of the proposal, Sam Moore moved with a second from Susan Harkins that the board approve funding of the proposal. The motion passed by voice vote.

Reconsideration of funding of proposal #514:

There was additional discussion of project proposal #514. Mr. Hunt stated that funding of the proposal should be contingent upon ASPI having already received a marketing card.

Dean Smith moved with a second from Wayne Hunt that the board reconsider funding for this proposal. The motion passed by voice vote.

County Plan Review Committee Report

Eddie Sellers advised that the County Plan Review Committee recommended approval of the following County Comprehensive Plans:

Bullitt*	Leslie*
Campbell*	Lyon*
Carter*	Meade ^a
Casey	Meniffee
Christian*	Morgan
Clark*	Powell*
Estill	Rockcastle*
Hopkins	Simpson*
Jefferson*	Trigg*
Kenton*	Union*
Knox*	Wayne*
Lee ^a	Whitley*

a – approved contingent on including clarifying statements on cost share policies
* - pending clarification of short-term priorities

All 120 County Comprehensive Plans have now been approved. The County Plan Review Committee will remain in tact but will convene only if major changes to the county plans are submitted.

Eddie Sellers moved with a second from Harvey Mitchell that the board adopt the committee's recommendations. The motion passed without objection.

Agricultural Diversification Program:

David Bratcher discussed the proposed Diversification Program previously submitted to the members for review. All previously recommended changes were made.

There was discussion of the program. The following changes were recommended:

Sam Moore moved that the following amendment be made: Page 3, #3 be changed to read "As a prerequisite for participation in this program, each producer will be required to provide a statement of relevant prior experience in agricultural enterprise..."

Sam Lawson referred to Page 5; Revolving Loan Fund, Mr. Lawson asked that the record reflect that a limit of \$20,000 may significantly restrict the number of individuals that can participate at any given time.

Sam Moore moved with a second from Wayne Hunt to adopt the program as amended. The motion passed by voice vote.

Reconsideration of funding of proposal #390:

There was additional discussion of project proposal #390. Mike Slaughter stated that funding a fencing program now when others had not been funded should be reconsidered.

Mr. Slaughter moved with a second from Sam Moore that the board lay this project proposal on the table. The motion passed by voice vote.

Closing Remarks:

John-Mark Hack introduced Ashley Rhodes and Cassandra Beighle. Ashley and Cassie are high school students participating in the Franklin County High School Business Cooperative Office Education program. They will be working for the Governor's Office of Agricultural Policy throughout the school year.

With no further business the meeting adjourned at 1:15.